

Oregon Chapter APWA Board Meeting Minutes



Date: **July 14, 2006**

Location: City of Lincoln City, Lincoln City Or

<u>Board Members Present</u>	<u>Board Members Absent</u>
Lila Bradley, President	Greg Miller, Past President
Kurt Corey, President-Elect	Gregg Weston, Treasurer
Rick Olson, Secretary	Bob Patterson, Director
Marty Andersen, Director	
Jim Carnahan, Director	
Peggy Keppler, Director	<u>Visitors</u>
Ken Fuller, Director	Barbara Duda
Yvonne McClain, Director	Terry Chamberlain
Hugh Kalani, National Delegate	Ron Polvi

Meeting called to order at 10:00 AM by President Lila Bradley

Chapter Board Meeting

Approval of Minutes

The minutes of the March 28th and June 9th regular board meeting were approved with minor corrections.

Treasurers Report

Barbara Duda provided the Treasurer's Report for Gregg Weston who was not able to attend. The treasurer's report was approved as submitted.

Barbara reported that the fund balance in the ESI Education account was just over \$15,000. The board passed a motion to have Gregg request that \$ 5,000 be transferred over to the APWA Money Market account, to get it back down to the \$ 10,000 dollar amount we have set as a goal.

Barbara reported that we anticipate receiving about \$27,000 from the joint conference. The board asked if Gregg could check out the options for CD Rates. If the rate is not an improvement over the current Money Market rate we are getting we can leave the funds in the money market account.

Action item – Gregg to request transfer of funds from ESI and check on CD rates.

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President's Report

Lila Bradley reported that the Oregon Chapter was the recipient of the 2006 Presidential award for Chapter Excellence. She praised those that were involved in the submission process.

Lila reported that the S.E. Yamhill project for the City of Gresham was recently written up in a magazine article. She asked that all agencies consider articles on Public Works projects to help improve the image of APWA.

Delegate's report

Hugh Kalani reported that the Chapter Dinner at the APWA National Conference will be held jointly with California and will be at the famous Arrowhead Stadium. Those that are planning on attending should let him know.

Correspondence

Kurt Corey reported that he received correspondence from APWA national that Ken Nerland from Southern California was formally selected to fill the board vacancy on the national board. The board thanked Kurt for taking the time and initiative to be considered for the position.

The correspondence file was circulated for general information.

Chapter Conferences:

- **Spring Conference 2006, Joint Conference with Washington Chapter, Vancouver Convention Center** - \$ 25,000 has been received by our chapter. The balance of the funds will be sent after the closing of the books. The board wished to thank and commend all of our members that were involved for a great conference.
- **Fall Conference 2006, Pendleton Convention Center, October 10-13** – Bob Patterson was not able to make the meeting, but provided the board with a draft packet of information on the convention. The board reviewed the information and provided feedback to Lila to take back to Bob for possible suggestions or revisions. Bob is going to utilize ESI to help with the registration process. Rick Olson agreed to handle the convention exhibitor's area. The board asked Lila to work with Bob on getting a defined policy with ESI on what is covered and the cost, since Lila had used them for the Lincoln City Conference.

Kurt Corey passed out the latest speakers list and the board talked about where there is follow-up action required. The program is coming together, but we need to get a few speaker forms back in to Kurt. Various board members were asked to help with this.

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Action Item – Board members that are to get speaker forms need to follow through and return them to Kurt Corey

- **Spring Conference 2007, Ashland, May 1-4** – Lila reported that she is working with Bob Duel to get the conference committee established. The board discussed asking Northern California if they would be interested in a joint conference. Hugh Kalani will discuss this with them at National Convention. We have a room cancellation date of February 2nd for the meeting rooms. We will be using an outside caterer for the food requirements for the meeting rooms will have a cost to use.
- **Fall 2007 Conference, Bend** – Jim Carnahan reported that we are set for October 16th -19th at the Riverhouse in Bend Oregon. They have about 115 rooms reserved in the room block, so we should be covered.
- **Spring 2008 Conference, Joint w/ Washington and Rocky Mountain Chapters** – The board acknowledged the need to visit with Washington Chapter President Pete Capell about this as Washington is reportedly meeting jointly with the Rocky Mountain Chapter in 2007.
- **Fall 2008 Conference** – The board briefly discussed options for the Fall 2008 conference the board discussed having Terry Chamberlin contact Florence and Welche's as possible sites for the Spring and Fall conferences.

Committee Reports: None

Old Business:

- **Public Works Institute** – No report .
- **Conference Scholarship Advertising** – No report.
- **Future National Congress in Portland** – No report.
- **One-Call Committee Chair** – No report.
- **Medallion Fundraiser** – No report. The board did discuss that there are still about 50 medallions that need to be sold. Lila will talk with Jeanne Nyquist and the Foundation to see what they have planned.
- **Engineers without Borders** – No Report
- **Model by-laws** – No Report

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- **Community Outreach Funding Draft Policy** – Marty reported that they have met and have drafted information on the policy for the selection process for the \$ 10,000 possible grants for community out reach recipients.
- **Engineers Without Borders** – No report.
- **Mailing List Email Management** – Change to Web Server committee.

New Business:

- **ESI Contract Bidding** – No Report

Director Initiated Items –

Awards – The board discussed that we have about \$ 1750 left in the budget for the fall awards. Lila will work with the awards committee to make sure that we know what funding is required.

Urban League of Portland - Yvonne McClain reported that this organization could really use more support from the APWA chapter. She asked if members would consider donating 16 hours of time to help mentor students that are working on various projects. These are 18-19 year olds that are looking to job shadow. Those that are able are asked to contact Yvonne.

National Committee Appointments - Jim Carnahan reported that Mary Meloy has been appointed to Chair the National APWA Water Resources Committee.

Chapter Leadership program - Peggy Keppler reported that the Bi-Annual Chapter Leadership program is slated for February 8-10th 2007 in Kansas City. Those that have never attended one of these programs should consider going.

Next Board Meeting: rescheduled for August 23rd in Pendleton, Reminder that there will not be a meeting in September due to National Congress

Agenda Items for next meeting:

- Chapter Conference reports
- ESI Contract
- Public Works Institute
- Conference Scholarship Advertising
- National Congress in Portland

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- One-call Committee Chair
- Medallions - Foundation
- Insurance
- Model By-Laws
- Community Outreach Funding Application
- Engineers without Borders
- Web Management
- Pendleton Conference Program
- Ashland Conference Program
- Bend Conference Program
- Future Conferences

With no other business pending, President Lila Bradley adjourned the meeting at 1:00 PM

Respectfully Submitted,

Rick Olson, Secretary

OREGON CHAPTER BOARD 2005 MEETING CALENDAR

<i>Month</i>	<i>Date</i>	<i>Location</i>	
JANUARY	20	OTAK	Lake Oswego
FEBRUARY	10	SALEM ODOT	
MARCH	28	Spring Conference	Vancouver Convention Center
<i>APRIL</i>		<i>No Meeting</i>	<i>No Meeting</i>
MAY	12	OTAK	Lake Oswego
JUNE	9	DEA Office	Bend
JULY	14		Lincoln City
AUGUST	23 change	Convention Center	Pendleton
<i>SEPTEMBER</i>		<i>No Meeting</i>	<i>APWA Congress – Kansas City</i>
OCTOBER	10	Fall Conference	Pendleton
NOVEMBER	9		Eugene
DECEMBER	8		Lincoln City